

**TOWN OF SOMERS  
BOARD OF FINANCE  
SPECIAL MEETING MINUTES  
JANUARY 12, 2015  
7:00 PM  
LOWER LEVEL CONFERENCE ROOM**

**1. Call To Order**

The meeting was called to order at 7:00 pm by Chairman Jim Persano.

**2. Members Present**

In attendance were Chairman Jim Persano, Vice Chairman Steve Krasinski, Tom Mazzoli, Michael Parker, Tim Geib and Joe Tolisano. Also in attendance: School Superintendent Dr. Maynard Suffredini, CFO Michael Marinaccio, First Selectman Lisa Pellegrini, School Business Manager Bill Boutwell, and Mahoney & Sabol Audit Partner Michael VanDeventer.

**3. BOE Update**

Dr. Suffredini presented the Somers Public Schools Security Competitive Grant Budget. The grant will provide video surveillance upgrades, panic button & lock-down alerts, ground floor window tinting, and entry door & window reinforcement at all 3 schools. The cost per school is \$87,527 at SES, \$75,384 at Mabelle Avery, and \$135,725 at SHS. The total project cost is \$298,636 with 60% (\$179,181.60) being funded by the State. The Town has to cover the additional 40% (\$119,454.40).

*Mr. Tolisano moved to appropriate \$119,454.40 from the Capital Fund Balance to cover the Town's portion of the cost, seconded by Mr. Mazzoli. A unanimous decision followed.*

**4. Audit Presentation – Report/Results**

Michael VanDeventer, Audit Partner, with Mahoney & Sabol presented the Fiscal 2014 Audit Results to the Board. It was noted the material weakness from FY 2013 was not repeated and no longer existed.

- **Comprehensive Annual Financial Report (CAFR) FY 2014**

- Unmodified "clean" opinion
- No material weaknesses
- No significant deficiencies
- No deficiencies

Because of the materiality of the Ninth District Road Project, the Capital Projects Fund was included as a major Governmental Fund this fiscal year.

- **Federal & State Single Audit FY 2014**

- FSA
  - Unmodified "clean" opinion
  - No material weaknesses

- No significant deficiencies
- No deficiencies
  - Special Education Grant Cluster ó IDEA (\$292,212)
  - Highway Planning and Construction (\$1,096,961)
    - Grant revenue related to both reimbursements for prior year Storm Alfred and Ninth District Road improvements.
- SSA
  - Unmodified õcleanõ opinion
  - No material weaknesses
  - No significant deficiencies
  - No deficiencies
    - PILOT on State-Owned Property (\$1,379,316)
    - Open Space Program (\$450,000)
      - Revenue from State for taxes on State-Owned Property and Open Space grant used to assist in the purchase of Camp Ayapo.
- **Internal Controls**

Management Letter recommendations from the auditors:

  - Year-end cut-off of AP
  - Adoption of formal encumbrance policy
  - Reconciliation process for Pension Trust
  - Segregation of Duties over electronic bank transfers
  - BOE Self-Insurance Plan policy

## 5. CIP Update

No recent meetings so no updates were discussed. It was noted that a CIP meeting was scheduled immediately following this meeting.

## 6. Appropriations and Transfers

### Transfers:

#### Department: Registrars

#### Transfer To:

Account Name	Account Number	Amount
Equipment Maintenance	100-0035-010-0432-5-00	\$750.00

#### Transfer From:

Account Name	Account Number	Amount
Training	100-0035-010-0322-5-00	\$450.00
Printing	100-0035-010-0551-5-00	<u>\$300.00</u>
		\$750.00

*Mr. Tolisano moved to approve the previous transfers, seconded by Mr. Geib. A unanimous decision followed.*

## 7. Adjournment

***Mr. Tolisano moved to adjourn at 7:29 pm, seconded by Mr. Mazzoli. A unanimous decision followed.***

Respectfully Submitted,

Brian Wissinger

***MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING***